

Memorandum

TO: Distribution List
FROM: Bryan Tippie, Budget Director
DATE: December 20, 2006
Re: Minutes of the December 14, 2006 Finance Committee Meeting



Committee Members present: Mr. Ray Graham and Mr. Bill Downey

The Finance Committee met on December 14, 2006, at 9:00 a.m. in the Warren Green Building, 2nd Floor Conference Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

County Treasurer's Report: Beth Ledgerton, Treasurer, provided the Treasurer's Report for the Finance Committee's consideration.

County Attorney's Report: Paul McCulla, County Administrator, presented the County Attorney's Report for the Finance Committee's consideration.

Consent Agenda

Supplemental Appropriations:

The following supplemental appropriations were considered for forwarding to the Board of Supervisors for their action unless otherwise noted.

FY 2007

1. Sheriff's Office - \$779

\$779 from Insurance Reimbursement was approved for appropriation to the Sheriff's Office for motor vehicle repair.

2. Parks & Recreation - \$1,500

\$1,500 from Insurance Reimbursement was approved for appropriation to Parks & Recreation for a motor replacement due to an electrical failure at the Larry Weeks Pool.

3. Fire & Emergency Services (F&ES) - \$8,312

- a. \$3,300 from the Fire and Rescue Association was approved for appropriation to F&ES for training services provided.
- b. \$1,751 from Insurance Reimbursement was approved for appropriation to F&ES for repair of a damaged vehicle.
- c. \$6,231 from Rappahannock/Rapidan Health Department was approved for appropriation to F&ES for 800 MHz Radios and accessories purchased by F&ES for the Health Department.

4. Fire & Rescue Association (F&RA)

- a. \$7,611 in additional funds from the Virginia Department of Fire Programs was approved for appropriation to F&RA for operational needs.
- b. \$982,012 from F&RA Fund Balance was approved for appropriation to F&RA for New Baltimore Fire Station, \$249,529; Catlett Fire Station, \$395,031; Remington Fire Station, \$112,452 for Capital Improvement Architectural Engineering stages (soft close phase); Consulting Fees, \$25,000 and Contingency, \$200,000.

Transfers:

None

Regular Agenda

Supplemental Appropriations:

FY 2007

1. Fire and Rescue Association (F&RA) - \$6,047

\$6,047 from F&RA Fund Balance was approved for appropriation to Cedar Run Volunteer Rescue for the Virginia Four for Life Program.

2. School Division - \$316,196

- a. \$7,948 from Adult Basic Education Federal Grant funds was approved for appropriation to the School Division for operational needs.
- b. \$204,998 from Title VI-B Federal Grant funds was approved for appropriation to the School Division for Special Education for operational needs.
- c. \$103,250 from Title I, Improving Basic Programs, Federal Grant funds was approved for appropriation to the School Division for operational needs.

3. Budget Office - \$327,100

\$327,100 from Fund Balance was approved for appropriation for Public Facility Repairs and Improvements: \$69,100 for paving (Library, Marshall Community Center and Health Department), \$133,000 for Warren Green Building Roof and Porch Repair, \$100,000 for Old Jail Brick Re-pointing and \$25,000 for engineering study of the Adult Detention Center Water Supply Plumbing.

Transfers:

FY 2007

1. County Administration - \$2,500

\$2,500 from Contingency Reserve was approved for transfer to the Historical Society for the 250th Anniversary Event preparation.

2. Sheriff's Office - \$18,000

\$18,000 from Contingency Reserve was approved for transfer to the Sheriff's Office for Mobile Data Terminal's operating costs.

3. Community Development - \$65,613

\$65,613 from internal transfer from within the Community Development Department was approved to convert a part time Senior Planner position to a full time Senior Planner position.

Comments:

1. Finance: Vivian McGettigan, Director of Finance

- a. Health Insurance – Health insurance costs for November increased 9.1% over the same period in the prior year. The average monthly expenditure for FY 2007 is \$1,101,362.
- b. Comprehensive Annual Financial Report (CAFR) – The CAFR will be presented at the December 14, 2006 Board of Supervisors Meeting.

Finance Staff was directed to provide justification for the requested Finance Software replacement at the next Finance Committee Meeting.

2. Budget: Bryan Tippie, Budget Director

Revenue Report – The Revenue Committee met on Wednesday, December 13, 2006. The FY 2007 Revenue projection is now a negative \$1.6 million up from \$1.2 million last month. The Clerk of the Circuit Courts revenues (Recordation Fees and Excess Fees) are less than anticipated.

**The next Finance Committee Meeting will be
January 11, 2006 at 10:00 a.m.**